



INNOVATIVE PEOPLE INITIATIVES

Training and Consulting

Company Reg. No. 2008/017957/23 - VAT: 4650259049

22 Brass Link, Alton  
Richards Bay  
3900

Tel: 035 751 2022  
Fax: 035 751 2004  
Email: info@ipisa.co.za

**Kindly Complete all the fields below, signature and fax or email back to us**

Company Name\*

Telephone No\*

Postal Address\*

Fax No\*

Cell No\*

Contact Person\*

Order / Ref No\*

Accounts Email Address\*

**Training Product Confirmation**

Training Date\*

Course\*

Number of Delegates\*

Venue\*

Preferred Language\*

Time\*

Comments\*

Delegate(s) Name(s)\*



Please ensure all delegates ID copies are attached to this booking form. Certificates can not be issued without ID / Drivers license card copies.

**Billing Details**

Sales Consultant\*

Number of Delegates	Rate per Delegates	Total	Payment Method
	R	R	EFT / DEPOSIT
	R	R	EFT / DEPOSIT



Please be advised that in the event of a cancellation a 5 working days notice period is required, failing which a cancellation fee of 100% of invoice will be generated.

Client Signature\*

Date Confirmed\*



Please sign and return both pages 1 and 2 Complete all the required fields marked with \*



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**Conditions of Sale** (Unless otherwise agreed in writing, and authorized)

- a) Payment on delivery
- b) Minimum number of delegates (5). If less than five, delegates booked for training will be combined with other companies.
- c) **Cancellation of order / change of order should be done in writing, 5 working days prior to training. Failure to comply will result in a 100% cancellation fee. The full training fee will be charged for non attendance.**
- d) No training will be arranged unless written course confirmation was submitted to IPI.SA Co-ordinator, with signed confirmation, order number, Delegate name and ID numbers.

**IPISA Bank Details**

Senzakahle Consulting cc t/a IPISA  
Standard Bank  
Acc: 410216046  
Branch: 058030

**Training Product Confirmation**

Special Conditions

Dietary Requirements

Customer Name\*

Capacity Position\*

Order / Ref Number\*

Date\*

Customer Signature\*



**Check List.**  
**Are the following attached to this booking form?**

Signed Quotation*	YES	NO	N/A
ID copies of Delegates*	YES	NO	N/A
Purchase Order*	YES	NO	N/A



In line with our GO GREEN campaign IPI.SA will not be producing manuals for delegates. Do your part by agreeing to these terms...Save Planet Earth!